



PATRICIA S. PLOEHN, LCSW  
Director

**County of Los Angeles  
DEPARTMENT OF CHILDREN AND FAMILY SERVICES**

425 Shatto Place, Los Angeles, California 90020  
(213) 351-5602

September 29, 2009

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Board of Supervisors  
GLORIA MOLINA  
First District  
MARK RIDLEY-THOMAS  
Second District  
ZEV YAROSLAVSKY  
Third District  
DON KNABE  
Fourth District  
MICHAEL D. ANTONOVICH  
Fifth District

Dear Supervisors:

**REQUEST FOR APPROVAL OF AMENDMENT NUMBER ONE  
ALTERNATIVE SERVICES FOR YOUTH CONTRACT NUMBER 75986  
(ALL SUPERVISORIAL DISTRICTS) (3 VOTES)**

**SUBJECT:**

Amend the Alternative Services for Youth (ASFY) Contract Number 75986 with New Directions for Youths, Inc., to reduce the Maximum Annual Contract Sum for the period January 1, 2009 through December 31, 2009, by \$200,000, from \$1,600,000 to \$1,400,000, due to a budgetary curtailment.

**IT IS RECOMMENDED THAT YOUR BOARD:**

Approve and instruct the Chairman to sign the attached Amendment Number One to the Alternative Services for Youth (ASFY) Contract Number 75986 with New Directions for Youth, Inc., to reduce the Maximum Annual Contract Sum by \$200,000, from \$1,600,000 to \$1,400,000, for the period January 1, 2009 through December 31, 2009, due to a budgetary curtailment. Of the \$1,400,000, \$600,000 is financed by Title IV-E Waiver Demonstration Program funds and \$800,000 is financed by 100 percent net County cost (NCC). Sufficient funding is included in the Department's Fiscal Year 2009-10 Adopted Budget.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS**

The requested action is necessary to reduce the Maximum Contract Sum of the ASFY contract by \$200,000, from \$1,600,000 to \$1,400,000, due to countywide budgetary curtailment. DCFS originally intended to terminate the ASFY contract effective June 30, 2009, but later determined that this program is particularly critical to over 300 at-risk youth currently participating in the program. The program will enable these youth to meet their individual educational, personal, and social challenges to become economically self-sufficient when they are emancipated. The contract's annual funding

*"To Enrich Lives Through Effective and Caring Service"*

is \$1.6 million. Since only \$600,000 in Title IV-E Waiver Demonstration Program funds is available for the period July 1, 2009 through December 31, 2009, a \$200,000 reduction in contract funding will be necessary for the period July 1, 2009 through December 31, 2009. The contract is effective through December 31, 2009.

#### Implementation of Strategic Plan Goals

The requested actions are consistent with the principles of the Countywide Strategic Plan Goal 2: Children, Family, and Adult Well-Being.

#### **FISCAL IMPACT**

The Maximum Annual Contract Sum was originally one million six hundred thousand dollars (\$1,600,000), financed with 100 percent net County cost (NCC). With the budgetary curtailment, this amount is reduced by \$200,000 to \$1,400,000, using \$800,000 in NCC and \$600,000 in Title IV-E Demonstration Program funding. Sufficient funding is in the Department's FY 2009-10 Adopted Budget.

#### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

ASFY is a Countywide voluntary program designed for approximately 640 DCFS youth per year, ages 14 to 18 years old, who are in out-of-home care, receiving permanent placement services and identified as "high/high-risk." The "high/high-risk" population consists of youth with poor educational achievement and/or placement stability issues. The program prepares these youths to meet the challenges of emancipation and transition from childhood to adulthood to become responsible, productive and healthy adults. AFSY services include mentoring, tutoring, and life skills support services for youths who seek to resolve various educational, personal, and social challenges.

This contract was adopted on December 19, 2006, with an effective date of January 1, 2007 through December 31, 2007, with two (2) one-year options to extend through December 31, 2009. All options have been exercised. On April 30, 2009, New Directions for Youths, Inc. was sent a stop work notice, pursuant to the contract provision "Termination for Convenience," pending Board approval to terminate for convenience effective June 30, 2009 due to the budgetary curtailment. The termination was reconsidered and the contract will continue through its original contract termination date of December 31, 2009, at a reduction in funding of \$200,000.

The CEO and County Counsel have reviewed this Board letter. County Counsel has approved the Amendment Number One as to form.

#### **CONTRACTING PROCESS**

No additional contracting process is required.

**IMPACT ON CURRENT SERVICES**

This action will allow all foster youth participants to continue the ASFY Program for the original contract term.

**CONCLUSION**

Upon approval, it is requested that the Executive Officer, Board of Supervisors send an executed copy of the adopted Board letter and amendment to:

1. Department of Children and Family Services  
Contracts Administration  
Attention: Rita Murgas-Lee, Interim Contracts Manager  
425 Shatto Place, Room 400  
Los Angeles, California 90020
2. Office of the County Counsel  
Social Services Division  
Attention: Diane Cachenaute, Paralegal  
648 Kenneth Hahn Hall of Administration  
500 West Temple Street, Suite 602  
Los Angeles, California 90012
3. Monica Austin-Jackson, Executive Director  
New Directions for Youth, Inc.  
7400 Van Nuys Boulevard, #203  
Van Nuys, California 91405

Respectfully submitted,



PATRICIA S. PLOEHM, LCSW  
DIRECTOR

PSP:SK:CM  
RML:SN:rd

Attachment (1)

c: Chief Executive Officer  
Acting County Counsel  
Executive Officer, Board of Supervisors



ATTACHMENT

**AMENDMENT NUMBER ONE  
TO ALTERNATIVE SERVICES FOR YOUTH CONTRACT NUMBER 75986 WITH  
NEW DIRECTIONS FOR YOUTH, INC.**

This Amendment Number One to Alternative Services for Youth (ASFY) Contract Number 75986, adopted by the Board of Supervisors on December 19, 2006, is made and entered into by and between the County of Los Angeles ("COUNTY") and New Directions for Youth, Inc. ("CONTRACTOR") this \_\_\_\_\_ day of \_\_\_\_\_ 2009.

WHEREAS, COUNTY and CONTRACTOR are parties to an ASFY contract and CONTRACTOR has been providing ASFY services to the COUNTY;

WHEREAS, this change to the Contract is made pursuant to Part II, STANDARD TERMS AND CONDITIONS, Section 7.0, Change Notices and Amendments, Subsection 7.2; and

WHEREAS, the Department of Children and Family Services has determined that the ASFY program is particularly critical to at-risk foster youth participating in the program and will continue the ASFY contract for the period July 1, 2009 through December 31, 2009 at a reduced Maximum Annual Contract Sum of \$1,400,000;

NOW THEREFORE, COUNTY and CONTRACTOR agree to modify the ASFY contract as follows:

1. Part I, UNIQUE TERMS AND CONDITIONS, Section 4.0, **CONTRACT SUM**, Subsection 4.5, is deleted in its entirety and is replaced to read as follows:
  - 4.5 The total amount payable under this Contract is Four Million Five Hundred Thousand Dollars (\$4,500,000), hereinafter referred to as "Maximum Contract Sum." The maximum amount payable under this Contract for the first contract year shall not exceed One Million Five Hundred Thousand Dollars (\$1,500,000); the maximum amount payable under this Contract for the two subsequent contract years shall not exceed One Million Six Hundred Thousand Dollars (\$1,600,000) for the first year extension period of January 1, 2008 through December 31, 2008, and One Million Four Hundred Thousand Dollars (\$1,400,000) for the second year extension period of January 1, 2009 through December 31, 2009, respectively.
2. Part I, UNIQUE TERMS AND CONDITIONS, Section 4.0, **CONTRACT SUM**, Subsection 4.6, is amended by deleting the last sentence of the subsection in its entirety and replacing the deleted sentence with a new sentence to read as follows:

- 4.6 . . . In the event the Maximum Contract Sum is increased or decreased pursuant to Part II, Section 7.0, Changes and Amendments, hereof, CONTRACTOR shall prepare and submit an amended Budget.
3. Exhibit B-1, Revised Budget for January 1, 2009 through December 31, 2009, is attached herewith and incorporated as a part of Exhibit B, Budget.

**EXCEPT AS PROVIDED IN THIS AMENDMENT NUMBER ONE, ALL TERMS AND CONDITIONS OF CONTRACT SHALL REMAIN IN FULL FORCE AND EFFECT.**

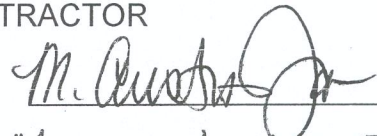
**AMENDMENT NUMBER ONE  
TO ALTERNATIVE SERVICES FOR YOUTH CONTRACT NUMBER 75986 WITH  
NEW DIRECTIONS FOR YOUTH, INC.**

IN WITNESS WHEREOF, the Board of Supervisors of the COUNTY of Los Angeles has caused this Amendment Number One to be subscribed by its Chairman and the seal of such Board to be herto affixed and attested to by the Executive Office thereof, and CONTRACTOR has caused this Amendment Number One to be subscribed in its behalf by its duly authorized officer as of the day, month and year first above written. The persons signing on behalf of the CONTRACTOR warrant under penalty of perjury that he or she is authorized to bind the CONTRACTOR.

COUNTY OF LOS ANGELES

By \_\_\_\_\_  
Chairman, Board of Supervisors

New Directions for Youth, Inc.  
CONTRACTOR

By 

Name MONICA AUSTIN-JACKSON

Title EXECUTIVE DIRECTOR

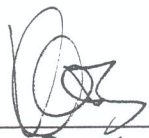
By \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

\_\_\_\_\_  
Tax Identification Number

APPROVED AS TO FORM BY THE  
OFFICE OF COUNTY COUNSEL  
ROBERT E. KALUNIAN,  
ACTING COUNTY COUNSEL

By  8/11/09  
Deputy County Counsel



# BUDGET SUMMARY

Contractor: **New Directions for Youth, Inc.**

Contract No.:

Program:

Funding Stream:

Contract Amount: **\$1,400,000**

Contact Name:

Telephone No.:

Fax No.:

E-mail Address:

Amendment No.:

Contract Period:

Schedule of Costs						
Cost Classification		CITY SHARE			Total Estimated Costs	Fiscal Notes
		Total	Breakdown			
No.	Name		Admin	Program		
5000	PERSONNEL COSTS	792,249	52,606	739,643	792,249	
6000	PROFESSIONAL COSTS	370,451	0	0	370,451	
7000	FACILITIES	108,500	0	0	108,500	
8000	PROGRAM COSTS	50,300	0	0	50,300	
9000	OTHER COSTS	78,500	0	0	78,500	
	TOTAL COSTS	1,400,000	52,606	739,643	1,400,000	

Spending Plan											
	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11
PLAN FOR THE MONTH	116,667	116,667	116,667	116,667	116,667	116,667	116,667	116,667	116,667	116,667	116,667
<b>TOTAL - CUMULATIVE</b>	<b>116,667</b>	<b>233,333</b>	<b>350,000</b>	<b>466,667</b>	<b>583,333</b>	<b>700,000</b>	<b>816,667</b>	<b>933,333</b>	<b>1,050,000</b>	<b>1,166,667</b>	<b>1,283,333</b>
PLAN FOR THE MONTH	116,667	116,667	116,667	116,667	116,667	116,667	116,667	116,667	116,667	116,667	116,667
<b>TOTAL - CUMULATIVE</b>	<b>1,166,667</b>	<b>1,283,333</b>	<b>1,400,000</b>	<b>1,516,667</b>	<b>1,633,333</b>	<b>1,750,000</b>	<b>1,866,667</b>	<b>1,983,333</b>	<b>2,100,000</b>	<b>2,216,667</b>	<b>2,333,333</b>

BUDGET - STANDARD Budget Summary (Rev. May 2006)

# BUDGET DETAIL

Contractor: **New Directions for Youth, Inc.**

Contract No.:

Amendment No.:

Program:

Contract Period:

Funding Stream (WIA Only):

Contract Amount:

Cost Category / Line Item	ESTIMATED COSTS - BY LINE ITEM				ACCOUNT CODE	
	Total (A) (B + C)	Breakdown		Grand Total Estimated Costs (F) (A + D + E)	indirect	direct
		Admin (B )	Program (C)			
<b>#5000 - PERSONNEL COSTS:</b>						
SALARIES	659,383	43,783	615,600	659,383		
FRINGE BENEFITS	132,866	8,822	124,043	132,866		
<b>SUBTOTAL: #5000 - PERSONNEL COSTS</b>	<b>792,249</b>	<b>52,606</b>	<b>739,643</b>	<b>792,249</b>		
<b>#6000 - PROFESSIONAL COSTS</b>						
Audit Fees	8,500			8,500	6006	6005
Payroll Process/Recruiting	6,951			6,951	6016	6015
Subcontractors	175,000			175,000	6056	6055
	180,000			180,000		
Other Outside Contractors					6051	6050
<b>SUBTOTAL: 6000 - PROFESSIONAL COSTS</b>	<b>370,451</b>		0	<b>370,451</b>		
<b>#7000 - FACILITIES</b>						
Rent -Facilities	76,800		43,500	76,800	7006	7005
Rent - Equipment	6,800			6,800	7011	7010
Utilities	7,500		3,000	7,500	7016	7015
Telephone	9,800		3,000	9,800	7031	7030
Minor Equipment purchases	3,000		3,000	3,000		7035
Repairs & Maintenance	4,600			4,600	7041	7040
Depreciation	0			0	7046	7045
	0			0		
<b>SUBTOTAL: #7000 - FACILITIES</b>	<b>108,500</b>			<b>108,500</b>		
<b>#8000 - PROGRAM COSTS</b>						
Recreation Supplies/Materials	12,500		200	12,500	8016	8015
Field/Recreation Trips	25,000		6,500	25,000	8021	8020
Program Supplies/Materials	12,800		600	12,800	8026	8025
	0					
<b>SUBTOTAL: #8000 - PROGRAM COSTS</b>	<b>50,300</b>			<b>50,300</b>		
<b>#9000 - OTHER COSTS</b>						
Office Supplies	3,000		300	3,000	9006	9005
General Liability Insurance	21,000			21,000	9016	9015
Banquet & Catered Events	11,000			11,000		9020
Printing & Duplication	7,500				9036	9035
Fuel Gas & Oil	7,800		2,400	7,800	9041	9040
Parking	200		200	200	9046	9045
Mileage	6,500		2,500	6,500	9051	9050
Meals, Food & Snacks	11,000		1,000	11,000	9056	9055
Travel/Transportation	0			0	9061	9060
Postage & Shipping	5,500			5,500	9071	9070
Licenses & Permits	0			0	9076	9075
Education, Training, Seminar & Retreat	4,500			4,500	9081	9080
Dues, Memberships & Subscriptions	0			0	9086	9085
	0					
Miscellaneous	500		500	500	9106	9105
	0					
<b>SUBTOTAL: #9000 - OTHER COSTS</b>	<b>78,500</b>			<b>78,500</b>		
<b>TOTAL</b>	<b>1,400,000</b>			<b>1,400,000</b>		
<b>Percentage to Total</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>			



**SCHEDULE OF PERSONNEL COSTS**

<b>Contractor:</b>		<b>New Directions for Youth, Inc.</b>	
<b>Contract No.:</b>	_____	<b>Amendment No.:</b>	_____
<b>Program:</b>	_____	<b>Contract Period:</b>	_____
<b>Contract Amount:</b>	_____		

Job Title (One Line per Employee)	Employee Name (B)	Month Salary (C)	% of Time (D)	# of Months (E)	ESTIMATED COSTS - BY LINE ITEM			
					City of LA Share			Grand Total Estimated Costs (K) (F + I + J)
					Total (F) (G + H)	Admin (G)	Program (H)	
A. SALARIES:								
Executive Director	Monica Austin-Jackson	5,500	15%	12	9,900	9,900		9,900
Controller	Robin Gillies/Jack Makarian	4,249	15%	12	7,648	7,648		7,648
Sr. Staff Accountant	Edith De Los Reyes	4,500	15%	12	8,100	8,100		8,100
Executive Assistant	Amy Berberian	2,600	15%	12	4,680	4,680		4,680
Receptionist	Laurie Warren	2,400	15%	12	4,320	4,320		4,320
Maintenance	Mike Jackson	1,950	15%	12	3,510	3,510		3,510
Office Manager/HR	Renee Henderson	3,125	15%	12	5,625	5,625		5,625
Program Director	Denna Mulverhill	4,100	100%	12	49,200		49,200	49,200
Program Director	Bart Trevino	4,000	100%	12	48,000		48,000	48,000
Program Director	Tim Brown	3,800	100%	12	45,600		45,600	45,600
Site Director	Jaquay Carter	2,600	100%	12	31,200		31,200	31,200
Site Director	Adrianna Crowell	2,600	100%	12	31,200		31,200	31,200
Site Director	Vacant	2,600	100%	12	31,200		31,200	31,200
Site Director	Rene Avelar	2,600	100%	12	31,200		31,200	31,200
Tutor/Mentor	Danny Hernandez	1,400	100%	12	16,800		16,800	16,800
Tutor/Mentor	Sam Perez	1,400	100%	12	16,800		16,800	16,800
Tutor/Mentor	Mercedes Figueroa	2,200	100%	12	26,400		26,400	26,400
Tutor/Mentor	Tamnia Ramirez	2,000	100%	12	24,000		24,000	24,000
Tutor/Mentor	Patricia Salazar	2,000	100%	12	24,000		24,000	24,000
Tutor/Mentor	Viridiana Hernandez	2,000	100%	12	24,000		24,000	24,000
Tutor/Mentor	Luis Onifres	2,000	100%	12	24,000		24,000	24,000
Tutor/Mentor	Brea Seabrook	2,000	100%	12	24,000		24,000	24,000
Tutor/Mentor	Arthur Gonzalez	2,200	100%	12	26,400		26,400	26,400
Tutor/Mentor	Nancy	2,200	100%	12	26,400		26,400	26,400
Driver	Linda Trevino	2,400	100%	12	28,800		28,800	28,800
Driver	Anita Smith	2,400	100%	12	28,800		28,800	28,800
Driver	Vickie Hughes	2,400	100%	12	28,800		28,800	28,800
Driver	Jose Tuesta	2,400	100%	12	28,800		28,800	28,800
SUBTOTAL: SALARIES					659,383	43,783	615,600	659,383
B. FRINGE BENEFITS:								
FICA				% to Total Salaries	50,443	3,349	47,093	50,443
HEALTH				8%	19,781	1,313	18,468	19,781
SUI				3%	9,891	657	9,234	9,891
WORKERS' COMPENSATION				2%	46,157	3,065	43,092	46,157
RETIREMENT				7%	0	0	0	0
OTHERS				0%	0	0	0	0
				1%	6,594	438	6,156	6,594
				0%	0	0	0	0
SUBTOTAL: FRINGE BENEFITS				20%	132,866	8,822	124,043	132,866
TOTAL PERSONNEL COSTS					792,249	52,606	739,643	792,249

# SPENDING PLAN WORKSHEET

## New Directions for Youth, Inc.

Contractor:

Contract No.:

Program:

Contract Amount:

Amendment No.:

Contract Period:

Cost Classification		Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9
No.	Name									
5000	PERSONNEL COSTS	66,021	66,021	66,021	66,021	66,021	66,021	66,021	66,021	66,021
6000	PROFESSIONAL COSTS	30,871	30,871	30,871	30,871	30,871	30,871	30,871	30,871	30,871
7000	FACILITIES	9,042	9,042	9,042	9,042	9,042	9,042	9,042	9,042	9,042
8000	PROGRAM COSTS	4,192	4,192	4,192	4,192	4,192	4,192	4,192	4,192	4,192
9000	OTHER COSTS	6,542	6,542	6,542	6,542	6,542	6,542	6,542	6,542	6,542
<b>TOTAL PLAN FOR THE MONTH</b>		<b>116,667</b>	<b>116,667</b>	<b>116,667</b>	<b>116,667</b>	<b>116,667</b>	<b>116,667</b>	<b>116,667</b>	<b>116,667</b>	<b>116,667</b>
<b>TOTAL - CUMULATIVE</b>		<b>116,667</b>	<b>233,333</b>	<b>350,000</b>	<b>466,667</b>	<b>583,333</b>	<b>700,000</b>	<b>816,667</b>	<b>933,333</b>	<b>1,050,000</b>

Cost Classification		Month 10	Month 11	Month 12	Total
No.	Name				
5000	PERSONNEL COSTS	66,021	66,021	66,021	792,249
6000	PROFESSIONAL COSTS	30,871	30,871	30,871	370,451
7000	FACILITIES	9,042	9,042	9,042	108,500
8000	PROGRAM COSTS	4,192	4,192	4,192	50,300
9000	OTHER COSTS	6,542	6,542	6,542	78,500
<b>TOTAL PLAN FOR THE MONTH</b>		<b>116,667</b>	<b>116,667</b>	<b>116,667</b>	<b>0</b>
<b>TOTAL - CUMULATIVE</b>		<b>1,166,667</b>	<b>1,283,333</b>	<b>1,400,000</b>	<b>1,400,000</b>

BUDGET - STANDARD, Spending Plan Worksheet (Rev. May 2006)